



Utah Department of Public Safety
Division of Homeland Security
Workshop Registration Form



Ready Your Business

Business Readiness Series

12 Point Program to Business Continuity Planning

Every Business should have a plan ...
It just makes good business sense!

- | | |
|---------------------|---|
| Points 1-6: | Create a Planning Team/Continuity of Authority •
Communications • Risks & Hazards •
Internal/External Resources • Vulnerability
Assessments • Essential Business Functions |
| Points 7-12: | Human Resources • Workplace Evacuation &
Sheltering • Supply Kits • Insurance Reviews •
Vital Records • Data: Protect/Store/Recover |

Name

Company and Title

Email:

Phone:

Workshop date:

Location:

Complete ALL 12 Points in **any order** and receive the
RECOGNITION OF READINESS Award
6th Annual Ready Your Business Conference – October 2010
www.BeReadyUtah.gov

2010 No-Cost WORKSHOP SCHEDULE

Ogden/Weber Chamber of Commerce

2484 Washington Blvd. Suite 400

Ogden, Utah

8-9:30 a.m. No-Cost Points 1-6 Thurs, February 18, 2010

8-9:30 a.m. No-Cost Points 7-12 Fri, February 19, 2010

RSVP to: kat@echamber.cc bkuehn@utah.gov

Layton City

437 N. Wasatch Dr. Council Chambers

Layton, Utah

8-9:30 a.m. No-Cost Points 1-6 Mon, March 15, 2010

8-9:30 a.m. No-Cost Points 7-12 Tue, March 16, 2010

RSVP to: jmason@laytoncity.org bkuehn@utah.gov

University Inn & Conference Center

Utah State University, UICC Eccles Conference Center

Logan, Utah

8:30-11:30 a.m. No Cost Points 1-12 Tues, March 11, 2010

RSVP to: mara.christensen@usu.edu bkuehn@utah.gov

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Business's concerned with H1N1 prevention and mitigation facts, should visit these U.S. Department of Health & Human Services web sites for important tips.
www.flu.gov or
<http://pandemicflu.utah.gov/docs/businesspandemicfactsheet52406.pdf>

**To register for a workshop, fax this form to 801-538-3770
or E-mail your request to:**

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